

## **Visitation Procedures**

Staff reserves the right to terminate any and all visits. Visitors are subject to security screening procedures/metal detection devices for entry into the facility. All packages will be searched by URC staff. Handbags are prohibited. Any visitor refusing a search or failing the metal detection process will be denied access to the facility. Visitors are permitted in authorized areas only. Upon arrival, visitors must sign the Visitor's Log. All visitors must have valid, state issued photo identification. All identification must have current address information. The personal information on the identification must match the information submitted for approval. Visitors must be appropriately dressed. This includes no see-thru, tight or revealing clothing. Visitors must leave the facility and URC property when the visiting period ends and/or if they have been asked to leave for any reason. Residents have full responsibility for their visitor's behavior. Any violation by a visitor will be attributed to the resident. Depending on the nature of the infraction, consequences could result in suspension of visiting privileges up to the return of the resident into custody.

Within three days of your arrival, you will be asked to submit for approval a list of up to five visitors. Name, age, address, telephone numbers, and relationship must be included. Changes will be allowed to a resident's visitor list every thirty (30) days. Special visit requests may be honored at the discretion of the Site Director.

## **Visiting Hours**

Monday      No Visitors

Tuesday     6:00 pm – 9:00 pm (Residents A-L only & A-304's)

Wednesday No Visitors

Thursday    6:00 pm – 9:00 pm (Residents M-Z only & A-304's)

Friday              No Visitors

Saturday     11:00 am-3:00 pm (All Residents)

6:00 pm- 9:00 pm (A-304's only)

Sunday            11:00 am-3:00 pm (All Residents)

6:00 pm- 9:00 pm (A-304's only)

Holidays     11:00 am-3:00 pm (All Residents)

6:00 pm- 9:00 pm (All Residents)

## **Drop-off Hours**

At the discretion of the Site Director. This procedure will be posted in facility.

In the event of fire or other emergency, visitors are required to follow emergency plans as posted.

Other visiting procedures will be outlined at the facility and will be at the discretion of the Operations Coordinator, Site Director and/or Program Director.